

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

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July 1, 2003

**FROM: THOMAS R. LAURIN, DIRECTOR
DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT**

**SUBJECT: REQUEST FOR PROPOSALS FROM COMMUNITY HOUSING DEVELOPMENT
ORGANIZATION TO PROVIDE AFFORDABLE HOUSING - COUNTYWIDE**

RECOMMENDATION: Approve the issuance and advertisement of a Request for Proposals (RFP) to San Bernardino County certified Community Housing Development Organization (CHDO) for the provision of affordable housing for fiscal year 2003-04.

BACKGROUND INFORMATION: On April 15, 2003, the County Board of Supervisors approved the proposed Consolidated Plan document that describes housing development needs, strategies, and specific activities to be undertaken with federal funds provided by the U.S. Department of Housing and Urban Development (HUD) for the 2003-04 fiscal year. The Affordable Housing Plan portion of the document requires the County to issue an RFP to Community Housing Development Organization (CHDO) to submit applications to develop varied and diverse affordable housing in the County's HOME Consortium area. A minimum of fifteen percent (15%) of the County's annual HOME Program allocation must be used by CHDOs to provide affordable housing throughout the County's unincorporated areas and its sixteen (16) cooperating cities.

Approval of this recommendation will allow the Department of Economic and Community Development (ECD) to issue and advertise the RFP for affordable housing services. Interested parties will have until 4:00 p.m. August 1, 2003 to submit proposals. The County's ECD staff will review the proposals and make funding recommendations, for qualified CHDOs, to the Board of Supervisors for approval. HOME Loan Agreements for the provision of affordable housing under the HOME Program will be brought before the Board throughout the fiscal year.

REVIEW BY OTHERS: The RFP has been reviewed for legal content by Deputy County Counsel, Michelle D. Blakemore on June 16, 2003 and the County Administrative Office, Patricia M. Cole, Administrative Analyst III on June 22, 2003.

FINANCIAL IMPACT: Costs for issuing the RFP are minimal. HOME Program funds (SAS/ECD) for 2003-04 were allocated for use by County certified CHDOs by the Board and have been included in the Department's Fiscal Year 2003-04 budget. This action will have no effect on the County General Fund or the Community Development Block Grant fund.

COST REDUCTION REVIEW: The County Administrative Office has reviewed this agenda item and concurs with the department's proposal and recommends this item based on any contracts resulting from the RFP will be fully funded by HOME funds for fiscal year 2003-04.

SUPERVISORIAL DISTRICT(S): All.

PRESENTER: Thomas R. Laurin, Director, 388-0808.

Record of Action of the Board of Supervisors

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